

补全对话

常用的交际用语：

1. 问候

(1) A: Hello/Hi

B: Hello/Hi

(2) A: Hello. How are you?

B: Fine, thank you. And you ?

A: Very well, thank you.

(3) A: Good morning/ afternoon/ evening

B: Good morning/ afternoon/ evening

(4) Please say hello to your parents.

Please give my best wishes to your parents.

2. 介绍

(1) 自我介绍：

1) A: My name is Lin Yan. Glad to meet you.

B: Nice to meet you. My name is Li Lei.

2) A: Excuse me. What's your name, please?

B: My name is Robert Thomas Brown.

A: May I call you Robert?

B: Certainly/Of course.

(2) 介绍他人

A: This is Mr. Huang.

B: Nice to meet you.

A: Glad to meet you.

3. 告别

(1) 告别前，客方表示要离开的常用语：

I am afraid I must be going now.

I am afraid I must go now.

I think it' s time for me to leave now.

I think it' s time for us to go now.

(2) 双方相互道别时的常用短语：

Goodbye!

See you later!

See you!

4. 感谢和应答

(1) 感谢某人：

Thank you. / Thanks a lot. / Thank you very much

Thank you for your help.

It' s very kind/nice of you.

Thank you all the same.

(2) 回答感谢时的答语

It' s a pleasure. / With my pleasure

That' s OK. / That' s all right.

You' re welcome.

Not at all.

5. 道歉

(1) 当要麻烦别人时：

Excuse me, please! I beg your pardon.

(2) 当做错事时：

Sorry, I' m sorry for... I' m sorry that...

(3) 回答道歉时的答语：

Never mind

That' s ok. / That' s all right

It' s nothing

It doesn' t matter.

6. 邀请和应答

(1) 表示邀请的用语：

Will you come to my party?

Would you like to go for a walk?

May I invite you to dinner?

How /What about going for a walk?

(2) 接受邀请时的答语：

Yes, I' d love/like to.

Yes. It' s very kind of you.

That would be nice.

7. 请求和应答

A: May I...?/Can/Could I...?

B: (肯定回答) Sure/Certainly. Yes, do please.

(否定回答) I' m afraid not. I' m sorry, but you mustn' t.

8. 祝愿、祝贺和应答

(1) 祝贺用语:

Have a good day/time!

Good luck. Enjoy yourself! Best wishes to you!

Happy NEW Year! Merry Christmas! Well done!

Congratulations!

(2) 表示感谢的答语

Thank you.

The same to you.

9. 提供帮助和应答

(1) 提供帮助

Can I help you?

Would you like me to help you?

(2) 肯定回答:

Yes, please.

Thank you for your help.

否定回答:

No, thanks. / That' s very nice of you, but I can' t

manage it myself.

10. 约会

(1) 约会前询问对方有无空闲时间：

Are you free this morning/afternoon/evening?

Yes, I' ll be free then.

或：No, I won' t be free then. But I will be free tomorrow.

(2) 提出约会时间、地点以征求对方意见的用语：

How about tomorrow morning?

Shall we meet at 3:00 at the school gate?

Yes , that' s all right. / ALL right, see you then.

11. 打电话

(1) 打电话常用语

Hello! May I speak to...?

Is that ...speaking?

Can I leave a message?

I' ll call back later/again.

(2) 接电话的常用语

Hello! This is Tom speaking.

Hello! Who is that? Hold on please!

Can I take a message for you?

Sorry, I' m afraid you have the wrong number.

12. 就餐

(1) 主人常用语

What would you like to have ?

Would you like something to drink ?

Help yourself to some chicken.

Would you like some more rice ?

(2) 客人常用语

Yes, I' d like a drink. I' d like rice and chicken.

Just a little, please. Can I have some more soup?

It' s so delicious. Thank you.

No. Thank you. I' ve had enough.

I' m full, thank you.

13. 谈论天气

(1) 询问天气情况：

What' s the weather like todatay ?

How is the weather in Beijing ?

(2) 陈述天气情况：

What a cold/hot day today!

It' s a nice day today.

It' s sunny/cloudy/windy/rainy .

It' s getting cold/warm/hot.

